

**RISK MANAGEMENT WORKERS COMPENSATION
PREMIUM DISCOUNT APPLICATION**

STATE OF NORTH DAKOTA

SFN 53425 (11-2005)

SUBMISSION DEADLINE MAY 1

Agency/Facility	Date	
COMPLIANCE QUESTIONS:	YES	NO
1. Does your agency/facility have a Safety Policy signed by top management identifying responsibilities of management and employees for ensuring a safe workplace and is the policy reviewed with all employees annually?	<input type="checkbox"/>	<input type="checkbox"/>
2. Has your agency/facility developed written safety guidelines for procedures and tasks involving recognized hazards?	<input type="checkbox"/>	<input type="checkbox"/>
3. Has your agency/facility developed a list of essential job functions for each job category?	<input type="checkbox"/>	<input type="checkbox"/>
4. Has your agency/facility established a training program educating employees on general safety rules, safe operating procedures, ergonomics, and claims management principles?	<input type="checkbox"/>	<input type="checkbox"/>
5. Has your agency/facility implemented an effective claims management program including the designated medical provider, participation in transitional duty as required, and online filing of 90% of workers compensation claims?	<input type="checkbox"/>	<input type="checkbox"/>
6. Has your agency/facility sent a completed incident report to Risk Management within 24 hours of notice of injury or submitted a monthly incident summary report (requires Risk Management approval)?	<input type="checkbox"/>	<input type="checkbox"/>
7. Has your agency/facility developed procedures for investigating all accidents and "near misses/incidents"?	<input type="checkbox"/>	<input type="checkbox"/>
8. Is an annual inspection of your agency/facility workplace conducted?	<input type="checkbox"/>	<input type="checkbox"/>

(NOTE: **Total potential discount of 15%** - Affirmatively answering questions 1 and 2 entitles your agency/facility to a 2% premium discount. Affirmatively answering question 3 entitles your agency/facility to a 2% discount. Affirmatively answering question 4 entitles your agency/facility to a 2% discount. Affirmatively answering question 5 entitles your agency/facility to a 4% discount. Affirmatively answering questions 6 and 7 provides an additional 3% discount. Affirmatively answering question 8 provides an additional 2% discount.)

BONUS 2% Discount - Applies Only to Years Risk Management Hosts a Seminar Did the agency/facility Workers Compensation contact or active member of the Loss Control Committee attend the Risk Management Seminar?	<input type="checkbox"/>	<input type="checkbox"/>
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Comments

Signed	Job Title
Please Print Name	Telephone Number